

Town of Odessa
Historic Commission Meeting Minutes
Tuesday, December 20, 2022

1. The meeting was called to order at 7:03 p.m. by Carla Pyle.
2. A roll call was taken. Present were: Carla Pyle, Debbie Buckson, Melissa Steeley. Neeka Grove was not present due to Covid. Todd Nelson was away.
3. The minutes from 11-15-22 were adopted. There was a motion from DB to approve, and there was a second. A vote was taken, and the motion carried.
4. Correspondence – There was no correspondence.
5. New Business:
 - a. Devlin – 300 Main Street / the Renewal by Anderson representative came to the meeting and represented the Devlins. He addressed the full divided light request by the Devlins. The windows will be fixed with a full divided light. He showed a model of the window with full divided light with a stainless spacer between the layers of glass. It must be a wood window, not composite, which may be aluminum or vinyl clad on the outside and wood on the inside. The committee discussed whether the windows can be seen from the street or not and it was determined that the two west windows could not be seen.

There was a motion by Debbie Buckson, and it was seconded: To approve the West facing 2 windows with the Anderson renewal windows in fibrex as they cannot be seen from the street. We cannot approve the 3rd window replacement in the same material on the East wall, as it is visible from the street, and does not meet the architectural guidelines for the Town of Odessa. A vote was taken, the motion carried. The two windows in the west wall are approved. The large East facing window is not approved.

- b. Architectural Design Standards: After discussion about the word ‘simulated’ questioned on page 4 and use the terminology of wood or cellular pvc in place of simulated. Debbie Buckson moved that we approve the recommended changes to the architectural design standards as currently made by members of the Commission and in our discussion. It was seconded, a vote was taken and the motion was approved.

During further discussion it was noted that we need to come up with a list of approved materials, and that there is a need to go through the standards further to look for inconsistencies.

- c. Carole Coleman came to the Historic Commission with an emergency situation – a leaking roof at 109 High Street in the Bay Window. After discussion, Debbie Buckson moved and it was seconded to allow the Bay Window roof area to be done in metal standing seam roofing material. A vote was taken, and the motion was approved.
6. Old Business:
7. Next Meeting Date and Time: TBD
8. Adjournment: A motion was made to adjourn, it was seconded; a vote was taken and the motion carried. The meeting was adjourned at 8:03 p.m.

Susan Carla Pyle